

MEETING NOTICE

TO: Budget, Finance & Investment Committee
FROM: Joyce Ealy, Chairman
TIME: Thursday, November 4, 2010 – 5:30 P.M.
PLACE: Courthouse, Room 205

AGENDA

1. Approve Minutes
2. Investment Report
3. Fund Condition Report
4. Insurance Report
5. Report from Industrial Development Board
6. General Fund Budget Amendments
 - A. Sheriff's Department (3)
 - B. Register of Deeds
 - C. Property Assessor
 - D. Information Technology (Finance Director)
7. School Building Program Budget Amendments
8. Other Business

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To also include items that may be forwarded by Public Works Committee or any other committee after agenda is mailed.

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cc: Commissioners
Ernest Burgess
Jim Cope
Teb Batey
News Media

In Accordance with ADA (AMERICANS WITH DISABILITIES ACT), any disabled persons requiring accommodations for participation in the meeting should contact the Finance Department (898-7795) at least two working days prior to the meeting in order that appropriate accommodations can be made.

EXPLANATION OF AGENDA ITEMS

1. The minutes of the October 7, 2010 Budget Committee Meeting will be presented for approval.
2. Mr. Teb Batey, Trustee, will present the monthly Investment Report.
3. The Finance Director will be presenting the Fund Condition Report for the month ending October 31, 2010.
4. The Insurance Director will present the monthly Insurance Financial Report.
5. Mr. Jim Baker, Chairman, Industrial Development Board, will present a report on current IDB projects.
6. General Fund Budget Amendments:

- A. The Sheriff's Department will be requesting approval of the following budget amendment to recognize revenue from Clark Iron for material recycling into Maintenance and Repair of Buildings; and recognizing revenue from the Tennessee Emergency Communications Board to be used for In-Service Training for the Communications Division:

| | | | |
|-------------------|---|----|-----|
| Increase Revenue: | 101-44145 – Sale of Recycled Materials - | \$ | 161 |
| Increase Expend.: | 101-54210-335 – Maint./Repair Buildings - | \$ | 161 |

| | | |
|-------------------|---------------------------------------|----------|
| Increase Revenue: | 101-48130 – Contributions - | \$24,000 |
| Increase Expend.: | 101-54110-196 – In-Service Training - | \$24,000 |

The Sheriff's Department will also be requesting approval of the following budget amendment for the Special Purpose Fund (Asset Forfeiture Fund) to budget the remaining available fund balance and interest earned for the period to provide funding for other supplies and materials:

| | | |
|-------|--|----------|
| From: | 121-34725 – Assigned for Public Safety - | \$ 1,877 |
| To: | 121-54110-499 – Other Supplies & Materials - | \$ 1,877 |

- B. The Register of Deeds will be requesting approval of the following budget amendment to utilize the Register of Deeds Reserve for Automation Account to provide funding to update data processing equipment in preparation for electronic filing. This account is specifically earmarked for upgrades within the Register of Deeds Office:

| | | |
|-------|--|----------|
| From: | 101-34510 - - RDEP -Restricted for General Government – Register of Deeds - | \$26,400 |
|-------|--|----------|

| | | |
|-----|---|-----------|
| To: | 101-51600-709 – Data Processing Equipment - | \$ 22,000 |
| | 101-51600-317 – Data Processing Services - | \$ 4,400 |

- C. The Property Assessor will be requesting approval of the following budget amendment to provide funding to purchase two additional cubical workstations:

| | | |
|-------|---|---------|
| From: | 101-51210-308 – Board of Equalization/Consultants - | \$4,600 |
| To: | 101-52300-711 – Assessor/Furniture & Fixtures - | \$4,600 |

- D. The Finance Director will be requesting approval of the following budget

Explanation of Agenda Items (cont'd)

7. The Director of Schools will be requesting approval of the following School Building Program budget amendments transferring the remaining funding for three projects to either elementary or secondary funding for future projects:

| | | |
|-------|------------------------------------|-----------|
| From: | Rockvale Middle School - | \$ 1,292 |
| | Brown's Chapel Elementary School - | 933,543 |
| | 2007 Repairs - | 132,934 |
| To: | Stewarts Creek High School - | 861 |
| | New Elementary School; - | 1,066,908 |

The Director of Schools will also be requesting approval of the following School Building Program budget amendments transferring already budgeted funds to different line items within each project. No new funds are being added to the projects:

| | |
|-----------------------------|----------|
| Campus School Renovations - | \$ 9,167 |
| Oakland Middle School - | 248,969 |
| Whitworth Buchanan School - | 397,939 |
| Central Magnet School - | 555,660 |

8. Other Business